

## **PMA Trustee Meeting for Thursday, March 23rd, 2023**

115 Park Meadows Drive at 1:00pm

In attendance: Marian Glancy, President  
Jim Orme, Vice President  
Wayne Gulden, Treasurer  
Bette Kelley, Co-Treasurer  
Connie Johnson-Chapman, Secretary

### Transition Items:

- 1.) Wayne said our financial condition has changed very little since the start of 2023. As of 03/21/2023, our balances are:
  - a.) Vanguard Money Market balance is \$32,465.97, the Wellesley Fund balance is \$122,738.20 (\$20 increase). Total is \$334,609.33 compared to \$327,113.19 at year-end 2022.
  - b.) WesBanco checking acct. balance is \$109,942.37 (up from 106,229.37 on 02/28). Money Market balance is \$48,108.36.
  - c.) Need to make an appointment w/ WPCU to change ownership of accounts. WPCU savings acct. balance is \$156.23, and CD is \$21,198.91.
  - d.) An outstanding payment to the IRS for our 1120-H filing is \$2,777.00.
  - e.) To-date payment (checks) to AC Services is \$1,750.00 and to JPM is \$1,425.00.

- 2.) Marian handed out a proposed draft for the PMA Contract Agreement:
  - a.) Minor revisions to include the following statements:
    - 1.) The charge to Park Meadows Association will be:
    - 2.) Add PMA contact name in addition to trustee titles.
    - 3.) Discussed whether or not to use this contract if hiring Les Prether for needed PMA Commons' grounds pruning, weeding, clean-up. (Marian has meeting with him on March 27th @ 11:00.
    - 4.) Discussed partially filled-out contract in re: to Tanner. (To date: Tanner has mowing, strimming and trimming—not edging, for PMA Commons' grounds. Mowing to begin in April for 28 mows—to be paid once a month.)
- 3.) PMA Landscaping:
  - a.) See above—re: Meeting w/ Les Prether.
  - b.) Provide results of meeting w/ Les Prether for PMA Landscape Committee (i.e. Carolyn Ray).
  - c.) Carolyn to provide names of residents on the PMA Landscape Committee.
  - e.) Trustees agreed that we need to budget for these committees.
- 4.) Smoke Detector Contractor and Installation Details:
  - a.) Les Gilford is the contractor.
  - b.) Need to clarify when install details will be sent to residents, and \$ responsibility--defined.

- 5.) Smoke Detector, etc. (cont.)
  - d.) Install time: 1/2hr. needed to install wireless detector. 1 hour to install 2 detectors.
  - e.) With 2 men working and starting installation at back row of PMA residences, he estimates the total installation time will be 2 days.
  - f.) He will need access to residences (so again, PMA residents need to be notified, in advance).
  - g.) Suggests sometime in April for installation.
  - h.) NOTE: At present, PMA is not paying for carbon-monoxide detectors. However, residents are strongly recommended to install them.
- 6.) Siding and Staining
  - a.) #140 contracted with and paid for Pro Painters to paint their porch and deck. PMA to pay for Pro Painters to paint the window trim on the siding that that was recently replaced by Purdy Construction.
  - b.) Trustees discussed requesting Pro Painters for an estimate to stain PMA residences' siding.
- 7.) Criterium-Liszkay Engineers on-site study scheduled for April 18th. Trustees to meet w/ Jonah at approx. @ approx. 11:00am—before study begins.

Next Trustee Meeting: Thursday, April 6th @ 1:00pm.